

Minutes  
Chapter 24 Meeting  
January 13, 2011  
12:05 PM  
79 Elm Street  
Russell Room 3<sup>rd</sup> Floor  
Hartford

President Chuck Lee called the meeting to order at 12:06 P.M.

**Secretary's Report**

President Chuck Lee asked the membership, without objection, to accept the Secretary's Report for the November 10, 2010 Chapter 24 meeting. There were no objections. The secretary's report was accepted.

President Chuck Lee asked the membership, without objection, to accept the Secretary's Report for the December 9, 2010 Chapter 24 Special Meeting. There were no objections. The secretary's report was accepted.

**Treasurer's Report**

None

**President's Report**

Cost Saving Ideas for Connecticut's Budget: President Chuck Lee spoke of a letter that was sent by CT OPM Secretary Benjamin Barnes to all state employees asking for cost effective and cost savings solutions to aid Governor Malloy develop Connecticut's budget. The letter encouraged unionized employees to submit these efficiencies to Governor Malloy so that they could possibly be included in his first budget. The deadline to submit ideas is January 20, 2011 and his budget will be presented on February 16, 2011. President Lee encouraged Chapter 24 members to submit ideas to one of the Chapter Officers or stewards. He encouraged members to suggest "cost saving ideas" and not "employee concessions". President Lee provided examples of each and how they differed. All cost saving ideas from our Chapter will be compiled and sent to CSEA SEIU Executive Director Robert Rinker.

Objective Job Evaluation Process: President Lee introduced Mr. Carl Grodotzke. Mr. Grodotzke is a member of the Master Evaluation Committee for the state, as well as the Chair of the P-4 Objective Job Evaluation Committee. Mr. Grodotzke reported that this Committee has been tasked with educating P-4 members about OJE and the process involved. Mr. Grodotzke explained that OJE is required every five years.

The process is designed to recognize significant changes in employee job classes in an "objective" way with members completing extensive DAS OJE job duty questionnaires. The DAS OJE job duties questionnaire includes four sections that are evaluated: knowledge and skills, accountability, working conditions and mental demand. The knowledge and skills section evaluates major job duties, skills and required education. The mental demand looks at the workload for employees within that class. Accountability evaluates the program dollars and staffing levels. The section on working conditions evaluates any risks or dangerous elements of the classification.

The evaluation is based on the Willis Point System model that assigns points for duties, etc. and these points translate into pay. The points for each class are plotted on the x-axis and the pay on the y-axis. All job classes in P-4 will be evaluated except for DOT Engineering series, DPW Project Management series and the entire Information Technology series. Not everyone in a particular Job Class will get an OJE Job Duty Questionnaire and that is why individuals within the class may work together to develop a “composite” OJE questionnaire of all duties to ensure that all new duties in the class are evaluated for significant changes to the job classification. A winning strategy is to be familiar and compare all job classification specifications in the series to see if new duties are now required.

Mr. Grodotzke explained that the DAS OJE job duties questionnaire should be typed and may take several hours to complete. The questionnaire should be completed at work during work hours. The best questionnaires are well written and include a good representative sample of all duties, etc. performed. A good strategy is for individuals to work together to get a composite and then list everybody across the top. Members that receive notification to participate in the OJE process should contact a Chapter 24 Officer or Steward so that they can meet with others that are participating in their job classification evaluation. Mr. Grodotzke indicated that “there is power in the pen”.

DAS looks at the existing job specification and compares that with the DAS OJE job duties questionnaire to look at new and significant changes in the duties. All job specifications can be found at the DAS web page. It is a comprehensive process and individuals should pay attention to all the details to increase success. Under the 1994 SCOPE agreement, no downgrades can be made to the job classes. Mr. Grodotzke answered questions from the members.

### **Committee Report**

Chapter 24 Social Activities Committee: Kate Knight reported that the Chapter 24 Holiday Party was well attended and she thanked everyone who helped make it a success. Kate Knight reported that \$327 was raised during the raffle for the McCusker Scholarship Fund. K. Knight moved to donate the \$327 to the McCusker Scholarship Fund in memory of past Chapter 24 President Simon Mobarak. S. Brunelli seconded the motion. There was no discussion. The motion passed.

Chapter 24 By-Laws Committee: President Chuck Lee reported that he needed to meet with CSEA SEIU Local 2001 Executive Director Robert Rinker to discuss the CSEA staff time as it would relate to our elections.

P-4 Delegate Report: Dawn McKay reported that at the last P-4 Council meeting there was a lengthy discussion regarding the \$2600 expenditure for the door prizes given out at the P-4 Holiday Party. Members questioned the apparent lack of approval by the P-4 Council delegates for such a large expenditure. Dawn McKay also reported that SEIU was sponsoring a CT Fair Economy Leadership conference on Saturday February 5 at Manchester Community College. She encouraged all Chapter Officers, stewards and P-4 Council delegates from Chapter 24 to attend the conference.

### **Old Business**

A member asked for an update on the bill that was to be introduced to the General Assembly regarding the transfer of funds from the P-4 Workshop and Conference Fund over to the P-4 Tuition Reimbursement

Fund to help with the deficit in that account. President Lee indicated that the bill was introduced to the General Assembly by House Speaker Donovan.

### **New Business**

None

### **Good and Welfare**

D. Fox moved to purchase a \$25.00 gift card to Stop & Shop for Tara Watson who is out on extended medical leave. D. Foran seconded the motion. There was no discussion. The motion passed.

S. Brunelli moved to donate \$50.00 to the E. Cortright Phillips and Nancy Hogan Phillips Scholarship Fund in memory of Janice E. Phillips, Rob Robertson's wife, who passed away around the holidays. K. Knight seconded the motion. There was no discussion. The motion passed.

D. McKay moved to donate \$25.00 to UCONN's Center for Conservation and Biodiversity in memory of Les Mehrhoff (a Chapter 24 member who retired from DEP) and died this past December. D. Fox seconded the motion. There was some discussion on the motion. The motion passed.

### **Adjournment**

D. Foran moved to adjourn the meeting. S. Brunelli seconded the motion. There was no discussion. The motion passed.

The meeting was adjourned at 12:59 P.M.

Respectfully Submitted,

Dawn M. McKay  
Chapter 24 Secretary